

WASHINGTON, D. C.

## TRAVEL ORDER

Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Official station \_\_\_\_\_ Office or branch \_\_\_\_\_

You are hereby authorized to travel in accordance with the Standardized Government Travel Regulations and \_\_\_\_\_  
during the period and for the purpose indicated below:

From \_\_\_\_\_ to \_\_\_\_\_

Date effective \_\_\_\_\_ or as soon thereafter as practicable.

Terminating approximately \_\_\_\_\_

Purpose \_\_\_\_\_

Mode of travel authorized as indicated below:

☐ Common carrier.

☐ Government vehicle.

☐ Airplane { ☐ Commercial.  
                  ☐ Military.

☐ Vessel { ☐ Commercial.  
             ☐ Military.

Special authority:

The number and date of this order must be referred to on your voucher claiming reimbursement for the expenses incurred.

Appropriation limitation \_\_\_\_\_

(Name)

Allotment Account No. \_\_\_\_\_

(Title)

( 1214 )